



Hong Kong Internet
Registration Corporation Limited
香港互聯網註冊管理有限公司

REQUEST FOR PROPOSAL

GUARANTEE RETURN INVESTMENT PRODUCTS

HONG KONG INTERNET REGISTRATION CORPORATION LIMITED

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I. Definitions

In this document,

“ HKIRC” represents Hong Kong Internet Registration Corporation Limited. It is the holding company of HKDNR.

“HKDNR” represents Hong Kong Domain Name Registration Company Limited. It is a wholly owned subsidiary of HKIRC.

“ HKIRC Group ” represents Hong Kong Internet Registration Corporation Limited and its subsidiary, HKDNR.

“RFP” represents this Request for Proposal.

“Investment Study Group” and “ISG” represents the internal group of HKIRC formed for evaluation of investment purpose.

II. Background Information

Hong Kong Internet Registration Corporation Limited (HKIRC) is a non-profit-distributing and non-statutory corporation responsible for the administration of Internet domain names under '.hk' and '香港' country-code top level domains. HKIRC provides registration services through its registrars and its wholly-owned subsidiary, Hong Kong Domain Name Registration Company Limited (HKDNR), for domain names ending with '.com.hk', '.org.hk', '.gov.hk', '.edu.hk', '.net.hk', '.idv.hk', '.公司.香港', '.組織.香港', '.政府.香港', '.教育.香港', '.網絡.香港', '.個人.香港', '.hk' and '香港'.

HKIRC endeavours to be:

- Cost-conscious but not profit-orientated
- Customer-orientated
- Non-discriminatory
- Efficient and effective
- Proactive and forward-looking

HKIRC is with tax exemption under s87 of Inland Revenue Ordinance.

The detail company background introduction, structure and Memorandum and Articles of Association of HKIRC please see: <https://www.hkirc.hk/content.jsp?id=43>

Meanwhile, you may see the latest Annual Report at [https://www.hkirc.hk/content.jsp?id=43#!/50&in=/webcontent/eng/hkirc/annual report 2019.html](https://www.hkirc.hk/content.jsp?id=43#!/50&in=/webcontent/eng/hkirc/annual%20report%202019.html)

III. Scope of Requested Investment Products

The intent of this RFP is to select suitable and satisfying investment products for utilizing HKIRC Group cash fund. The amounts are around HK\$45 million to 90 million and may change from year to year. In previous practice we mainly placed the time deposit for guarantee return in a secured way.

HKIRC Group set the following criteria as the requirement for the investment product for its coming years investment plan:

1. The target investment products should be principal protected and guarantee return over the product life cycle.
2. Guarantee return are defined as those investments products with a predetermined fixed return in distribution periodically per schedule or upon its maturity date.
3. The investment products can be in form of time deposit, Bond, insurance with investment portion or any other suitable investment products, separately or in combination. Please note that share stocks and derivatives investments are not allowed in our current investment policy.
4. Our principle to this investment is held to its maturity. However, for risk management concerns, the product should be tradable or redeemable during the life cycle if need. Perpetual or non-redeemable investment products will not be considered.
5. The investment products should be with good credit worth and must at least reach the lower medium Investment grade (i.e. S&P BBB- or A-3, Moody's Baa3 or P-3, Fitch Rating BBB- or F3).
6. The financial risk involved in the investment product should be streamline and manageable.
7. The product currency could be HKD or USD denominated.
8. No borrowing money (leveraging) against the cash fund is allowed.
9. The net required return (annual rate of return after required costs, volatilities of return and tax, if any) to the investment are expected not lower than time deposit available in the market.
10. The duration of the product can be set 2-3 year and should not more than five years unless suitable and attractive products to be introduced.

IV. Time Schedule

HKIRC Group is requesting proposals from qualified financial institutions which are interested in providing investment products as per the HKIRC Group requested. The time schedule of the whole RFP is listed below:

Phase	Items	Time
1	RFP issued	23 May 2019 (Thu)
2	Proposal submission deadline	6 June 2019 (Thu)
4	Conclusion	July 2019
5	Contracting / Funding	July to August 2019

If your institution is interested, please submit your proposal by 17:00, 6 June 2019 (Thu), which displays your institution's name and contact manager's name, and indicates "Proposal on Guarantee Return Investment" on the outside front cover and attention of :

Investment Study Group
Hong Kong Internet Registration Corporation Limited
Unit 501, Level 5,
Core C, Cyberport 3,
100 Cyberport Road,
Hong Kong

If you have questions concerning the RFP, you may submit via email (finance@hkirc.hk) by (3 June 2019).

If an error or omission in its proposal was discovered prior to the final filing date for submission of proposals, the only method of correcting, or modifying the proposal is to withdraw the proposal in its entirety prior to the final filing date and time by written notification to the Investment Study Group of HKIRC Group, and re-submitting a complete, corrected proposal package no later than the final submission date and time. Any modification by the investment manager in any other manner other than aforesaid, whether oral, written, or otherwise, will not be accepted and considered.

V. Elements of Proposal

The following information is mandatory contents to be included in your proposal:

Your company:

1. Your institution background summary
2. You're account/investment team person in coordination profile

Your products:

3. Your Proposed investment service
 - a. Nature of the investment products
 - b. Length of the products
 - c. Return of the investment (i.e. committed and non-committed if any)
 - d. Currency denominated
 - e. Minimum investment unit amount
 - f. The risk level (i.e. credit rating of the investment product)
 - g. Relevant costs to the proposed investment (i.e. transaction fee, custody fee, management fee, cancellation fee ...etc.)
 - h. Any HK/overseas tax concern?
 - i. Risk related to the proposed investment and mitigation solution (if any)
4. Your institution service delivered
 - a. Type of service (i.e. banking, investment, card merchant, via online, phone ...etc.)
 - b. Your regular investment products review interval, reporting/statement available time, delivery channel and the format.
 - c. Any market alert mechanism to customers for precaution and preparation.
5. Investment process (i.e. Procedure and Check list of account opening, starting, withdrawal, and maturity of an investment...etc.)

VI. Evaluation Process

All received proposals will undergo an evaluation process conducted by the ISG of the HKIRC Group.

The evaluation criteria of the proposal includes not only the committed return and costs from related to the investment, but also consider the featuring services with overall benefits to the HKIRC Group during the contract life cycle.

Part I : Quantitative factors
1. Return on Investment
2. Cost of transaction
3. Risk level (Refer to S&P, Moody & Fitch Rating)
4. Length of period
Part II : Qualitative factors
1. Company background
2. Overall Service level
3. Potential other featuring services able to be benefit to the HKIRC Group

The ISG shall select such proposal(s) as it considers being in the best interests of the HKIRC Group under aforesaid criteria. The recommendation result will be sent to Board of Director for final review and approval.

While cost is a consideration, the Board reserves the right to award the resulting contract on the basis of all relevant considerations and the ISG's overall evaluation of the institutions' proposal to meet the HKIRC Group's needs.

The final choice of the investment could be selected from single or multiple applicants. Proposals that are not selected will remain the property of the HKIRC Group. The HKIRC Group and the successful institutions shall determine a mutually agreeable starting date.

Thank you for your interest in this RFP and we look forward to your response.